

Eden Central Schools

Pupil Personnel Services
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MEMO TO: ALL PARENTS

SUBJECT: PRESCRIBED MEDICATIONS/OVER-THE-COUNTER MEDICATIONS

FROM: SCHOOL NURSE

Only those medications which are necessary to maintain the student in school and which must be given during school hours will be given by the School Nurse. Any student who is required to take medication during the regular school day or while participating in school sponsored activities must comply with the following procedures.

The parent or guardian must assume responsibility to have the medication delivered directly to the Health Office in a properly labeled original container.

DAILY MEDICATION

A written order from a licensed prescriber is required, stating:

- Student's name
- Diagnosis
- Name of medication
- Dosage and route of administration
- Frequency and time of administration
- Date written
- Prescriber's name, title, signature, phone number
- Self administration orders – if indicated

A note is necessary from the parent giving permission for the child to take medication during school. The name of the medication and the dosage, along with the time it is to be taken should be clearly stated. Medications should NOT be transported daily to and from school, unless the student has a self-carry order from their physician. Parents should ask the pharmacy for two containers – one to remain at home and one for school.

All medication must be taken in the Health Office under the School Nurse's direct supervision. All medication will be kept in the locked cupboard at the Nurse's Office. (Unless the student has a self-carry order.)